

Board of Selectmen  
Extension 109  
Town Administrator  
Extension 109  
Town Accountant  
Extension 120  
Town Clerk  
Extension 114  
Tax Collector  
Extension 113  
Treasurer  
Extension 112 or 110  
Board of Assessors  
Extension 111  
Land Use Office  
Extension 117  
Planning Board  
Extension 121  
Conservation Commission  
Extension 115



## **TOWN OF ASHBURNHAM**

*Town Hall, 32 Main Street  
Ashburnham, Massachusetts 01430*

*OFFICE OF THE TOWN ADMINISTRATOR*

Animal Control  
Board of Health  
Building Commission  
Conservation Commission  
Council on Aging  
Cultural Council  
Electrical Inspector  
Gas & Plumbing Inspector  
Historical Commission  
Municipal Planning  
Parks & Recreation  
Planning Board  
Zoning Board of Appeals

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# **TOWN ADMINISTRATOR'S REPORT October 15, 2012**

Town Administrator's reports are available on line at <http://www.ashburnham-ma.gov>

## **TOWN COMMITTEES**

Currently there are still (2) openings on the Conservation Commission, (1) on the Capital Planning Committee, (1) Advisory Board, and (1) on the Board of Assessors. These are listed on the Town's website under Volunteer Opportunities.

## **WATER**

The Gardner Hill Tank area will be cleaned up by next week.

Paving of Hastings Road will be done next week; dependant on weather.

Water system flow model for use in simulating different design scenarios is still on schedule for October 26<sup>th</sup>.

High Street tank will be drained starting next week, and demolition of tank is scheduled within the next two weeks.

Commission has generated a list of projects for the expenditure of the final grant monies:

1. Install variable speed drive on pumps at treatment plant
2. Install pressure transmitter on discharge line to treatment plant
3. Change tank level communications to a digital transmission
4. Install security measures (cameras, lights, etc.)
5. Add mixing system to Gardner Hill tank
6. Install portion of a water main on Cushing Street.

## **COA**

The Council on Aging held their Health Fair on Tuesday October 9<sup>th</sup> from 10:00 a.m. to 12:00 p.m. They had 16 healthcare vendors in addition to Nashoba Valley Board of Health personnel who dispensed 90 flu shots. There were 50 people who stayed and attended the Health Fair. Lunch was provided by Wachusett Manor. The vendors consisted of various assisted living facilities, the

Ashburnham Pharmacy, Montachusett Home Care, Summit Elder Care, eye-screening with D'Ambrosio Eye, hearing tests with Mass Audiology, Dr. Smith Massage Therapy, among others. Door prizes were raffled off which were provided by the vendors.

## **ACCOUNTANT**

We received notification of certified Free Cash from the DOR of \$278,329. This was Tammy's first time and she did a great job.

## **DPW**

Road paving of South Main Street was completed Thursday Oct 11<sup>th</sup>. Work on sidewalks, driveways, street entrances will continue this week.

The plans for the Williams Road property have been delivered to Town Counsel and she will begin the eminent domain process for taking of the property.

## **DAMS**

Town was notified by the state about the need to develop a plan for evaluation and repair of our dams. I have met with Tighe & Bond to get an understanding of the scope, timing, and cost associated with this type of project. I have also reached out to the USDA to see if funding is available. This is in the preliminary phase and more work will be required.

## **PLANNING BOARD**

Christina Sargent (Historical Commission) and I attended the Planning Board's meeting to discuss the Village Center District and modifications to include roof slopes, exterior siding, and windows design. We discussed adding into the bylaws, a clearer definition to the design criteria which would eliminate ambiguity within the guidelines. Our focus at the meeting was to work within the "Center Village District Site Plan review Principles. The Historical Commission will submit to me their criteria in areas of roof pitch, windows, and siding, which will then after a public hearing be incorporated into the bylaw.

## **VMS FLAG**

John Fields is putting together a proposed arrangement for the flag to include initial and replacement purchases, solar systems, and who will be assigned the task of ensuring flag is flown in an appropriate manner.

## **ANIMAL CONTROL**

Animal control will only be with Westminster and Ashburnham and I am awaiting comments on the RFP from Westminster.

## **CABLE ADVISORY COMMITTEE**

Although it is a few years away we need to start preparing to put together a Cable Advisory Committee. This will prove to be extremely important with all the technology advancements and consumer needs, to ensure we get the best out of our cable supplier.

## **FIRE DEPARTMENT**

Volunteers Valorie Daigle and Kevin Martin are retiring from the Fire Department and both have served on the department for twenty years. There will be a retirement party on November 14, 2012 at 6:30 pm at the fire station. Please stop by and say thanks.

## **HEALTH INSURANCE**

The Ashburnham-Westminster Health Group went out to bid for health care services. Blue Cross Blue Shield, Tufts, Harvard Pilgrim, and Fallon Community responded. Fallon was the low bidder with an overall 4.67% reduction or a \$241,999 savings. Two employee informational meetings were held on the 15<sup>th</sup> at 2:30 & 3:30pm and one will be held on Thursday 18th at 2:30pm. This will be for the members from Westminster, Ashburnham, and the Regional School District. More information will follow once meetings have been held.